

Circular No.01/2017 - C&P, Dt.28.06.2017.

Sub: - APSRTC Logistics - Transportation of News Paper Parcels, Magazines etc. as un-accompanied luggage - Revision in the rate of tariff - Communicated - reg.

Ref: - 1) Cir. No. 18/96-OPD (P), dt.29.03.1996.

2) Cir. No. 35/96-OPD (P), dt.22.05.1996.

3) Case No. C2/541(14)/2017-Dy-CTM(C-2), dt. 19.05.2017.

Corporation is transporting daily newspaper parcels, Weekly/Fortnightly/Monthly magazines by its buses, as un-accompanied luggage for which comprehensive guidelines and the procedure to be followed in issuing passes and collection of tariff etc., were issued through the circulars under ref. cited.

The tariff for transportation of un-accompanied luggage of newspapers and magazine parcels was last **revised in June, 1996** vide ref. No. 2. Since the last 21 years, there has been escalation in cost of operation and after bifurcation also no changes are brought in tariff of transportation of Newspaper parcels, Magazines etc.

Therefore, VC&MD with the concurrence of FA has accorded approval to revise the tariff as follows.

I. DAILY NEWSPAPER PARCELS: (30 days transport in a month)

S.No	Weight	Existing News Paper Tariff per Month (inRs.)	Revised Tariff per Month (inRs.)
1	Up to 5 kg	30	120
2	Above 5kgs & Up to 10 kg	60	240
3	Above 10kgs & Up to 15 kg	90	360
4	Above 15kgs & Up to 20 kg	120	480
5	Above 20kgs & Up to 25 Kg	150	600

II. WEEKLY MAGAZINES: (04 days transport in a month)

S.No	Weight	Existing News Paper Tariff per Month (inRs.)	Revised Tariff per Month (inRs.)
1	Up to 5 kg	20	160
2	Above 5kgs & Up to 10 kg	30	200
3	Above 10kgs & Up to 15 kg	40	240
4	Above 15kgs & Up to 20 kg	50	280
5	Above 20kgs & Up to 25 Kg	60	320

III. FORTNIGHTLY MAGAZINES: (2 days transport in a month)

S.No	Weight	Existing News Paper Tariff per Month (inRs.)	Revised Tariff per Month (inRs.)
1	Up to 5 kg	20	80
2	Above 5kgs & Up to 10 kg	30	100
3	Above 10kgs & Up to 15 kg	40	120
4	Above 15kgs & Up to 20 kg	50	140
5	Above 20kgs & Up to 25 Kg	60	160

IV. MONTHLY MAGAZINES: (01 day transport in a month)

S.No	Weight	Existing News Paper Tariff per Month (inRs.)	Revised Tariff per Month (inRs.)
1	Up to 5 kg	20	40
2	Above 5kgs & Up to 10 kg	30	50
3	Above 10kgs & Up to 15 kg	40	60
4	Above 15kgs & Up to 20 kg	50	70
5	Above 20kgs & Up to 25 Kg	60	80

The following instructions are therefore issued for strict compliance:

i. **Form of application:**

the consigner who desires to send newspaper parcels as un-accompanied luggage is required to submit an application to the ATM(Comm), indicating the description of parcel, place of despatch and delivery, weight of parcel, address of consignee, etc., A Specimen copy of application is shown at Annexure-II.

ii. **Monthly Pass:**

On the basis of application made to ATM(Comm), the ATM (Comm) shall arrange to weigh the parcel and issue a monthly pass which is a type numbered one to the consignor duly collecting the charges mentioned above. The pass shall be issued in duplicate by carbon process and the copies to be issued are as follows:

- First copy to the consignor for use at the place of loading.
- Second copy for depot record.

The pass contains a provision for punching on the exact date in the month. Punching shall be done by the conductor/driver at the starting point as a token of having taken possession of the parcel from the consignor. The conductor/driver shall make a note of the pass number in the S.R. for checking purpose. Fresh pass will be issued to the consignor every month.

Monthly pass contained in type numbered books will be supplied to ATMs. A specimen copy of Monthly pass is shown at **Annexure-III**.

- iii. Indemnity Bond:
The consignor is required to execute an Indemnity Bond on a non-judicial stamped paper of Rs. 100/- to absolve the Corporation from any liability arising out of damage/pilferage of parcels. The Consigner shall get this bond executed at his own cost before the fresh pass is issued in the 1st instance. A specimen copy of Indemnity Bond is shown at **Annexure-IV**.
- iv. The ATM(Comm) shall issue passes in the Region on the application submitted by Editor/Publisher of Newspapers/Magazines.
- v. Certificate of Registration from the Registrar of Newspapers for India, Publisher's Declaration and Certification from Chartered Accountant shall be obtained from the Editor/Publisher.
- vi. The ATM(Comm) concerned who issue the passes shall invariably arrange to conduct joint weightment of the parcels once in three months.
- vii. The ATM(Comm) concerned shall arrange to weigh the parcels at regular intervals to ensure that the weight of the parcels is within the permissible limit for which the valid pass is issued.
- viii. The Dy CTM(C-2) at HO/Dy CTM (LDS)at Hydshall issue such passes for the Newspaper Parcels to be transported from places located out of the State i.e., from Hyderabad, Bengaluru, Chennai etc.

The revised tariff and the procedure of conducting joint weightmentsetc., as above shall come into force w.e.f. 01.07.2017.

All the Regional Managers/Depot Managers are therefore advised to follow the above instructions scrupulously.

To
All Depot Managers,
Cop to:

All EDs, EDs Zones ,FA,CAO,HODs,RMs for information.

All DyCTMs/Dy CTMs(M&C), ATM/HES, ATMs/ATMs(Comm) for information& n/a.

All Dy CAOs, AOs for information &n/a.


Executive Director(C&P)

Annexure-I

SALIENT FEATURES FOR CARRIAGE OF NEWS PAPER PARCELS, MAGAZINES ETC. AS UN-ACCOMPANIED LUGGAGE.

1. Consigner desirous of sending newspapers/magazines parcels is required to submit an application to the ATM (comm) indicating the particulars of routes.
2. ATM (comm) shall issue monthly pass route-wise as per destinations duly collecting the tariff in advance. No refund of charge will be made in case the consigner wants to discontinue in the middle of the period.
3. Pass contains provision for punching, signing shall be done on the exact date by the conductor/driver as having taken possession of the parcel.
4. Each publisher is required to execute an Indemnity Bond to absolve the Corporation from the liability. (Proforma enclosed)
5. A separate pass shall be obtained for each destinations.
6. The monthly pass will be valid from 1st day of the month to last day of the month.
7. Fresh monthly pass will be issued on any day of the month provided full month charges are paid in advance.
- 10 Monthly pass shall be renewed before 30th of every month.
- 11 In case the pass is lost or mutilated, no duplicate pass will be issued. Fresh pass will have to be obtained on usual charges.
- 12 Consignor shall make his/her own arrangements for the transshipment of parcels where there is no direct transportation facility.
- 13 All the un-accompanied luggage parcels shall be weighed before issuing fresh passes monthly.
- 14 The undelivered parcels shall be disposed off after 10 days as lost property items.

The revised tariffs and the procedure of conducting joint weighments etc.as above shall come into force with effect from 01.07.2017.

All the Regional Managers / ATM (comm) are therefore advised to follow the above instructions scrupulously.

FORM OF APPLICATION

To

ATM(commercial)

Sir,

1. I. _____ the resident of _____ hereby declare that I have read the rules prescribed by APSRTC for the carriage of luggage and I agree to abide by these rules.
2. The un-accompanied luggage will be handed over by me for carriage of _____ to be delivered to Sri. _____ or his authorised representative only at the APSRTC bus station situated at _____.
3. I hereby declare that the un-accompanied luggage which will be booked for carriage will not contain any articles which are dangerous, contraband or prohibited by competent authorities. The luggage will normally contain _____ (description of articles)
4. The appropriate weight to be carried per day will be _____ kgs.
5. I hereby agree that all the un-accompanied luggage as handed over by me shall be carried on APSRTC buses at my sole risk and that no claim for any compensation for loss or damage shall be entertained by APSRTC unless the same is attributed to the will full negligence or criminal Act on the part of APSRTC employees while on duty.

Yours sincerely,

Signature of Applicant

A.P.S.R.T.C
NEWSPAPER PARCELS MONTHLY PASS

Office of issue _____, date _____

Amount Rs. _____ (in words) _____

valid from _____ to _____

Receipt/Pass No. _____

Description of packages to be carried _____

No. of packages _____ weight KGs _____

Origin/Stage No. from which carried _____

Destination/Stage No. up to which carried _____

Name of the Sender _____

Address of Sender _____

Name of Receiver _____

Address of Receiver _____

Service by which to be carried _____

Time _____

Signature of
Booking clerkSignature of Receiver Signature of the ATM (Comm)
(with Stamp)

Date wise Punching:

1	2	3	4	5	6	7	8	9	10	11	12	12	14	15	16
17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	

INDEMNITY BOND

Whereas the APSRTC have agreed to accept the parcels as unaccompanied luggage for transportation in their buses on the distinct understanding that the said APSRTC shall thereby not be in any way responsible to the undersigned in respect of carriage of such parcels and whereas the undersigned has agreed so to exonerate the said APSRTC from all liability of what -so-ever nature.

I, the undersigned _____ do hereby agree and undertake to hold the said APSRTC harmless and free from all responsibility for any loss destruction or deterioration of or damage to all or any such parcels arising from any cause whatever during the said APSRTC will have accept for carriage from any place to any place over the said bus route of the APSRTC for a period of twelve months from _____ to _____.

Signature

Witness of Address:

1.

2.